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## Columbia Board of Education Regular Meeting Minutes August 4, 2014

7:00 P.M.

Horace W. Porter School LMC Conference Room

Board Members Present: David Crim, Kerry Hoffman-Chairperson, Christopher Lent, Lisa Napolitano

Board Members Absent: Lauren Perrotti-Verboven, Kathy Tolsdorf, Karin Vertefeuille-Vice Chairperson

Administration Present: Lol Fearon-Superintendent

Others Present: Amy Crim, Katie Whalen, Nelisa Reagan, Linette Dooley

### I. Call to Order

**Kerry Hoffman** called the August 4, 2014, regular meeting to order at 7:00 p.m.

#### Change to agenda:

C. Lent **MOVED** and D. Crim **SECONDED** to add item VII. f) Early Dismissal for Inclement Weather to the 08/04/2014 agenda.

**MOTION CARRIES: 4-0**

### II. Pledge of Allegiance

### III. Executive Session for the Purpose of Negotiations

L. Napolitano **MOVED** and D. Crim **SECONDED** to enter into Executive Session for the Purpose of Negotiations at 7:01 p.m. The Board of Education invited Superintendent Fearon and FiPAC members E. Sharpe and J. Viens to join them.

**MOTION CARRIES: 4-0**

C. Lent **MOVED** and L. Napolitano **SECONDED** to adjourn Executive Session at 7:10 p.m.

**MOTION CARRIES: 4-0**

### IV. Horace W. Porter School PTO 2013/2014 Overview - Mrs. Amy Crim

*The Horace W. Porter PTO is a nonprofit parent teacher organization whose mission is to establish a close relationship between home, school and the community to create a rich experience for children and promote parent involvement in the Horace W. Porter community.*

Mrs. Crim introduced herself, Katie Whalen, Nelisa Reagan and Linette Dooley. She reviewed what the PTO wants to accomplish:

1. Provide parents the **opportunity** to be involved
2. Raise funds for **supplemental education materials** and experiences
3. Sponsor projects and events that support the **school and family** social interaction
4. Partner with teachers, parents and the community to promote **positive and educational experiences** for the students
5. Encourage a positive, supportive environment to enhance students' **educational and extracurricular experiences**
6. Be informed of local district objectives, school priorities/policies and serve as a **parent liaison** to the community.

This past year the PTO accomplished:

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Porter School	Community	Education
<ul style="list-style-type: none"> <li>• Staff Appreciation                             <ul style="list-style-type: none"> <li>• Fall Breakfast</li> <li>• Spring Lunch</li> </ul> </li> <li>• Porter Gardens</li> <li>• Kindergarten Orientation</li> <li>• Ice Cream Social/Art Show</li> <li>• Holiday Shopping</li> <li>• Field Day</li> <li>• Jarrett Krosoczka Framed Picture</li> </ul>	<ul style="list-style-type: none"> <li>• Movie Nights</li> <li>• Trick or Trunk</li> <li>• Special Someone(s)                             <ul style="list-style-type: none"> <li>- Dance</li> <li>- Kickball</li> </ul> </li> <li>• Game Night</li> <li>• Tag Sale</li> <li>• Mini Mudder</li> <li>• July 4<sup>th</sup> Parade Float</li> </ul>	<ul style="list-style-type: none"> <li>• Book Fair</li> <li>• Summer Camp Open House</li> <li>• Author Celebration</li> <li>• Mini Grants</li> <li>• Scholarships                             <ul style="list-style-type: none"> <li>• Windham (2)</li> <li>• Windham Tech (2)</li> <li>• E.O. Smith</li> <li>• Bolton</li> <li>• Lyman</li> </ul> </li> </ul>

The PTO raised \$15,812 last year through Porter School and community events. \$7,253 funded the purchase of new Porter library books, mini grants, scholarships, art show supplies, kindergarten t-shirts, meet and greet/Open House, Teacher Appreciation, school clean up and Cinco DeMayo events. Mrs. Crim reviewed event participation, the new 2014/15 PTO Board members and tentative 2014/15 fund raising.

*Board of Education members were amazed by the PTO's overview and most appreciative of all the hard work, time and commitment given to the families of Horace Porter students.*

**V. Comments from the Audience (Bylaws of the Board #9300)**

Time allotted for public participation is twenty (20) minutes; time allotted for an individual speaker is three (3) minutes.

**VI. Action Items (Consent)**

*To be read by Board of Education Chairperson prior to taking action:*

A consent agenda is presented by the Chairman at the beginning of a meeting. Items may be removed from the consent agenda on the request of any one member. Items not removed may be adopted by general consent without debate. Removed items may be taken up either immediately after the consent agenda or placed later on the agenda at the discretion of the assembly.

- a) Approval of Payment of Bills
- b) Approval of July 7, 2014 Regular Meeting Minutes
- c) Approval of July 14, 2014 Special Meeting Minutes

C. Lent **Moved** and D. Crim **Seconded** to approve items VI. a), b), c) as presented.

**MOTION CARRIES: 4-0**

**VII. Action Items - Discuss & Act Upon**

**a) Approval of Records Disposal Authorization**

L. Napolitano **Moved** and C. Lent **Seconded** to approve the annual Records Disposal Authorization as presented.

**MOTION CARRIES: 4-0**

**b) Acceptance of Columbia District Mission Statement & Vision Statement**

L. Napolitano **Moved** and C. Lent **Seconded** to approve the second revision including this evening's revisions of the Columbia District Mission Statement and Vision Statement.

**MOTION CARRIES: 4-0**

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**c) Review of NESDEC Proposal**

D. Crim **MOVED** and C. Lent **SECONDED** to approve the NESDEC Contract as presented for purpose of strategic planning.

**MOTION CARRIES: 4-0**

**d) Acceptance of Resignation of Jacqueline Middleton, Director of Student Services**

L. Napolitano **MOVED** and D. Crim **SECONDED** to accept with deep regret the resignation of Jacqueline Middleton, Director of Student Services.

**MOTION CARRIES: 4-0**

Board members said they will miss Ms. Middleton. They thanked her for her wonderful management of the district's program and her budget input.

**e) Appointment of Ms. Mary Conway, Food Service Manager**

D. Crim **MOVED** and C. Lent **SECONDED** to appoint Ms. Mary Conway as Food Service Manger for the 2014/15 school year with the annual salary of \$38,000.

**MOTION CARRIES: 4-0**

D. Crim **MOVED** and C. Lent **SECONDED** to approve the per diem start up rate for Ms. Mary Conway, Food Service Manger.

**MOTION CARRIES: 4-0**

**f) Approval of Early Dismissal for Inclement Weather**

D. Crim **MOVED** and C. Lent **SECONDED** to approve the 12:30 p.m. dismissal time on inclement weather days.

**MOTION CARRIES: 4-0**

**VIII. Correspondence/Communications**

- a) Superintendent Fearon to Mr. Earnest Sharpe – Negotiations with the Columbia Administrators Association 07/24/2014
- b) Windham Charles H. Barrows STEM Academy 2014/15 Accepted Enrollment 07/23/2014

**IX. Board of Education Subcommittees**

- Future Meeting Dates:
  - August 25, 2014 – Negotiations, 6:30 p.m. LMC Conference Room
  - August 26, 2014 – Facility Subcommittee Meeting, 6:30 p.m.
  - September 2, 2014 (Tuesday) – Regular Board of Education Meeting, 7:30 p.m. H.W.P. Cafeteria
    - New Staff Reception, 6:30 p.m.
    - Building Walk Through, 7:00 p.m.
  - September 10, 2014 – Negotiations, 6:00 p.m.
  - September 22, 2014 – Negotiations, 6:00 p.m.
    - Policy Subcommittee, 6:30 p.m.
  - September 29, 2014 – Negotiations, 6:00 p.m.
  - October 6, 2014 – Regular Board of Education Meeting, 7:30 p.m. H.W.P. Cafeteria

**X. Superintendent's Report**

- a) **Director of Student Services Vacancy Update** – 16 applications were received, 6 interviews will take place on Thursday, August 7<sup>th</sup>. The interview committee will include 1 BOE member, H.W.P. Principal, 1 special education teacher, 1 regular education teacher, student services

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secretary, social worker, and 1 special education paraprofessional. The Superintendent will interview the finalists and present a candidate to the Board of Education at the September 2<sup>nd</sup> Board of Education meeting. The new Director will start October 1. Mr. Fearon is pursuing the use of a possible Interim Director for the start up of the school year.

- b) **Roof Project Status** – all major work is finished with the completion date 2 ½ weeks early. Flashing and HVAC is being installed. 2 issues have occurred 1) Power was lost to the septic system pump and 2) power was lost to the fire alarm system. Bud Meyers who is serving as Clerk of the Works is doing a fantastic job, Mike Sylvester is on top of things and Jonathan Luiz has played an active role in the project. The project will be formally accepted at the 9/2/14 BOE meeting.
- c) **Opening of School** – Mr. Fearon invited all BOE members to attend the August 29<sup>th</sup> Convocation.
- d) **Eastconn Professional Development/Assessment Audit** – Eastconn will be working with administration and teachers to improve Columbia’s assessment system.
- e) **Traffic Pattern at H. W. Porter School** – the Columbia State Trooper has made 2 recommendations to improve the traffic flow at Porter: displaying proper signage that shows traffic flow and finding an alternate location for STEM student pickup/drop off.
- f) **CABE/CAPPS Convention** – Mr. Fearon invited BOE members to participate in this great opportunity.

#### **XI. Future Regular and Subcommittee Agenda Items (Tentative)**

- Board of Education Evaluation (Hand out material @ September 2 meeting)
- Technology Coordinator job description (September 2, 2014)
- Building Walkthrough & New Hire Reception (September 2, 2014)
- Technology curriculum overview (October 6, 2014)
- Technology audit - Eastconn (October 6, 2014)

#### **XII. Columbia Board of Education Member Remarks**

- **Kerry Hoffman** explained that Columbia has a new Chronicle Reporter: Danielle Faipler.
- **David Crim** would like a larger audience to attend Columbia Board of Education meetings. Attending BOE meetings and contacting Porter administrators will give parent/citizens accurate up-to-date information. Using Facebook/social media to complain is not the way to promote our school or community.

#### **XIII. Adjournment**

L. Napolitano **MOVED** and D. Crim **SECONDED** to adjourn the meeting at 9:03 p.m.  
**MOTION CARRIES: 4-0**